

# Submission Guidelines

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Before starting a book proposal please send us a cover letter.

## Cover letter tips

We invite you to *briefly* tell us about yourself and your project, including the following information:

- . Your experience and background in editing and writing (if applicable).
- . How you came to meet Mooji and the nature of this connection.
- . What you feel you can bring to Mooji Media.
- . A one or two paragraph summary which describes your project.

If Mooji gives your project his initial blessing, we may ask for a book proposal. The book proposal offers Mooji a clearer sense of the project, and will give Mooji Media a feeling as to how it will fit onto the current publishing schedule and what type of support may be needed.

## Book Proposal Guidelines

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During the early stages of creating a book not all of the following sections will apply to every project. However, we ask that you follow the outline as much as possible.

1. **Title and subtitle**
2. **Length**
3. **Content**

### Overview (1 - 3 pages)

This is a description of the book's content and scope. What makes it unique? What benefits does it bring and what needs does it satisfy? How is it different to already published books? How is it structured?

Other questions you may consider: Will it centre around themes? Is it chronological? Is it progressive, gradually deepening? Include anything you feel is relevant.

### Chapter Plan

This is a chapter-by-chapter synopsis. Please aim for 1 - 2 paragraphs per chapter to give us a sense of the content and progression of the manuscript.

4. **Sample Chapters**

We would like to see 3 - 5 sample chapters representative of the manuscript as a whole. If it is a book containing satsang dialogues, it is very important that you also include the raw (unedited) transcript with the place, date and time the satsang or spontaneous talk took place.

5. **Market**

Is this book an introductory text or for those already immersed in the teaching? Do you have a translation or particular country in mind? What is the size of the proposed market? Do you have any connections within that market? Include any information you feel is relevant.

6. **Timeframe**

When do you realistically propose you are able to deliver the final manuscript for us to review?

7. **Additional Information**

*Personal Details*

Full name, address and contact phone number

*Previous Publishing Experience*

This is not essential. If you have previously published books or articles, let us know about these. Also include any blogs and social media pages related to your work in the publishing industry, and the number of hits. Please keep this brief, preferably in bullet points which give the salient facts.

*Heartfelt Dedication*

Many of those who approach us do so because they have found Mooji to be of benefit to them and they now wish to give something back from the Heart. This enables Mooji Media to support various projects surrounding Mooji which are offered freely. However, sometimes we are approached by those who also need financial compensation in order to be able to complete the work. If this is the case, what are your needs and expectations?

## How to Submit Your Proposal

Please email Sumantra and Turiya at [office@moojimedia.com](mailto:office@moojimedia.com) in the following layout:

**Body of email:** Cover Letter

**Subject line:** Book Proposal by [insert your name]

**Email Attachments:** as Word documents in .docx or .doc format:

- Book Proposal
- Sample Chapters
- Raw transcripts of sample chapters (where applicable)